



## Residential Property Solicitor 2 - 4 years PQE

<b>Practice Area</b>	Residential Property
<b>Line Manager</b>	Uzma Saleem
<b>Hours</b>	36
<b>Location</b>	Hertford

### About Longmores

Longmores is a progressive firm of specialist solicitors renowned for its professional yet personal service that has been advising businesses and individuals in Hertfordshire and across the country since 1819. All our lawyers are specialists in their respective areas of law acting for a wide range of commercial, private and public sector clients.

We are ranked in The Legal 500, a leading legal directory, and hold many accreditations including Lexcel, Customer Service Excellence, Cyber Essentials+ and ISO9001. Collaboration is at the heart of everything we do. You will find us structured but not hierarchical with a friendly and supportive environment. Our aim is to recruit progressive, forward-thinking individuals who wish to be part of our growth and who share our core values:

- Open and honest
- Working together
- Valuing people
- Taking pride in what we do

Find out more about the firm at [www.longmores.law](http://www.longmores.law)

### About the Residential Property team

Our residential property practice area has a strong reputation both locally and further afield and collaborates with a wide network of other professionals in Hertfordshire and adjacent counties. The team is made up of three solicitors and a legal executive, two of whom are partners, and we are supported by four paralegal secretaries. When matters require it, we work alongside our colleagues in the wider commercial, property and private client teams.

Members of the team are accredited by the Conveyancing Quality Scheme (CQS) - the recognised quality standard for residential conveyancing.

### About the role

The successful candidate will support the residential property team with the existing caseload and be actively involved in business development. The person appointed will have the support of an experienced paralegal team but should have the ability to be self-sufficient.

There are excellent prospects for the right candidate. We see this as a key appointment and so the successful candidate will be actively involved in the development of the practice area and the firm.

In addition to the caseload the successful candidate will be expected to be actively involved in all aspects of business development including, writing articles and blogs and networking within the local business community and with key referrers.

### **Skills, experience and qualifications**

- A qualified and practising Solicitor or Legal Executive with at least 2 years PQE in residential property
- A sound knowledge and practical experience of residential property work is essential. We are looking for someone who is already a residential property specialist.
- Must have experience of working within private practice.
- Experience of and a real interest in business development is essential
- Strong academic record
- Experience of local and high net worth property work is desirable but not essential

### **About the person**

- Excellent interpersonal skills, in particular an ability to develop a relationship of trust with clients, estate agents and colleagues alike
- Ability to demonstrate empathy and understanding of clients' needs
- Ability to draft letters and documents to a high standard and with attention to detail
- Ability to deal with a large volume of work, managing conflicting priorities whilst ensuring that every job is handled with the highest levels of accuracy and care
- An effective team player, combined with an ability to work under own initiative
- Strong organisational skills
- Strong verbal communicator
- Ability to use initiative to seek opportunities to raise the firm's profile and to recognise new business opportunities
- Well-developed IT skills including case management systems, Microsoft Outlook, Word and Excel

### **General requirements**

- A team player who is looking for a long-term future with a progressive, well regarded firm
- Full time position
- Hybrid working opportunities available
- Driving licence and access to own car
- To have a suitable workspace at home and efficient broadband

### **How to apply**

Please email Su Turley, Head of Operations, at [su.turley@longmores.law](mailto:su.turley@longmores.law) with your CV and a covering message explaining your interest in the role.